

7.0 Implementation

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7.0 Implementation

7.0.1 Introduction

The Implementation Section identifies actions that are necessary to ensure recommendations of the Surprise General Plan 2030 are carried out effectively. These actions include the development of a yearly monitoring report that provides pertinent information related to effectiveness of the plan policies. The chapter also identifies the creation of a dynamic work plan to track recommended actions, improvements, ordinance and/or code changes, additional planning studies, and other programs and initiatives the city will pursue in achieving the long-term development pattern envisioned in Surprise General Plan 2030.

Much of plan implementation occurs on a case-by-case basis through review of proposed rezonings, site plans, conditional uses, plats, public improvements, and facilities. Implementation also occurs on a daily basis within the city administration through an ongoing system of analysis, studying the situation, and reaching rational conclusions about community needs and the best courses of city action within the framework established by Surprise General Plan 2030.

Surprise General Plan 2030 encourages consistent public and private decisions that will result in logical and sustainable development. To accomplish this, the plan relies on a continuous planning program that overlays traditional plan implementation techniques with a strategic planning perspective.

7.0.2 Actions

To ensure ongoing implementation of Surprise General Plan 2030 as an important, practical, up-to-date, and consistent statement of city policy, the following actions should occur.



A. General Plan Monitoring Report

On an annual basis, Community Development staff will prepare a status report for the Planning and Zoning Commission. The Planning and Zoning Commission shall forward the report to the City Council with any recommendations regarding priorities of Surprise General Plan 2030 actions or programs to be funded in the upcoming budget. The report should be available to the Planning and Zoning Commission no later than February of each year. City Council should be provided with Planning and Zoning Commission recommendations no later than April of each year.

To provide public input into the report, a City Summit should be held in January. All relevant city departments should participate in the summit and preparation of the report. The plan shall include:

1. Information and analysis regarding the following activities:
 - Population
 - Annexation
 - Development and Redevelopment
 - Land Consumption
 - Development on Vacant Lands
 - Development on Infill Properties
 - Preserved Open Space
 - Housing Densities
 - Housing Prices
 - Employment
 - Retail Sales
 - Infrastructure Improvements
 - New Facilities
2. Summary evaluating the city's progress toward achieving Surprise General Plan 2030 goals and policies, and implementation of action items and programs.
3. Staff recommendations regarding future year(s) funding for Surprise General Plan 2030 actions and programs.


B. General Plan Amendments

Major Amendments to the General Plan

A major amendment to the Surprise General Plan 2030 is any proposal that would result in a change to the land use plan that would substantially alter the city's planned mixture or balance of uses. It is important to examine the implications of the project on the cumulative impact on the entire planning area. The criteria for determining whether or not a proposed amendment to the Surprise General Plan 2030 is a major amendment including the relative size and amount of change proposed in addition to its relationship with surrounding land uses and its impact upon major public infrastructure. Following are the criteria for determining a major amendment to the Surprise General Plan 2030:

- A change in the Land Use Plan land use designation on 320 or more acres.*
- An increase or decrease in the planned number of single family residential dwelling units of 500 or more dwelling units.
- An increase or decrease in the planned number of multi-family residential dwelling units of 200 or more dwelling units.
- An increase or decrease in the planned number of acres designated for employment (e.g., industrial, office, retail, resort) types of uses of 40 acres or more.
- An increase or decrease in the planned number of acres designated for open space uses of 160 acres or more.
- A change in the basic philosophy of a village (i.e., balance of jobs to population) that impacts the sustainability of the plan.
- Any change in the Land Use Plan designation from one of the following land use categories into another that covers 40 acres or more.
 - Residential.
 - Commercial.
 - Employment.

Amendments to the Surprise General Plan 2030 Land Use Element that result in a decrease in land use intensity and are initiated by the property owner will not be considered to be a major amendment.



* Changes to rural residential land use classifications will also require the development of a village plan, if one has not already been developed.

Element Review

Certain sections of Surprise General Plan 2030 may be subject to more frequent revisions. Goals and policies may require adjustments as community circumstances evolve or implementation experiences lead to refinement of future programs. The village planning efforts may make it necessary to change text and maps. Arizona State Statutes may require the creation of additional elements. Community Development staff will review the elements on a yearly basis to determine if revisions are required. Revisions that are not purely technical in nature will be processed as a major amendment to Surprise General Plan 2030.

Minor Amendments to the Surprise General Plan 2030

“Minor Amendments” to the Surprise General Plan 2030 are considered as minor text changes and corrections that do not impact the substantive portions of the land use plan’s mixture or balance.


Procedure for Surprise General Plan 2030 Amendments

Per Arizona State Statutes, the city of Surprise will consider major amendments to the Surprise General Plan 2030 once each year. The major amendment applications must be submitted within the same year they are heard and a two-thirds majority vote of the City Council is needed to approve them. In addition, all major amendments must meet the public involvement criteria outlined in the state statutes that reads, “effective, early, and continuous public participation in the development and major amendment of the Surprise General Plan 2030 from all geographic, ethnic, and economic areas of the municipality.”

Surprise General Plan 2030 Amendment Considerations

In considering plan amendments, the proposal will be considered in terms of all the elements. A thorough evaluation shall include, but is not limited to, the following:

- Whether the proposed amendment is justified by an error in the Surprise General Plan 2030 as originally adopted.

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- Whether the proposed change is generally consistent with goals, objectives, and other elements of Surprise General Plan 2030.
 - Whether the proposed change is justified by a change in community conditions or neighborhood characteristics since adoption of the Plan.
 - Whether the proposed change creates an adverse impact on public facilities and services, including roads, sewers, water supply, drainage, schools, police, fire, and parks, that cannot be reasonably mitigated.
 - Whether the proposed change creates an adverse impact on landmarks or other historically significant structures or properties that cannot be reasonably mitigated.
 - Whether development resulting from the proposed change would create an undue adverse impact on surrounding neighborhoods.
 - Whether the proposed change would have a significant adverse impact on the natural environment, including washes, vegetation, slopes, groundwater, and other significant natural resources that could not be mitigated.
 - Whether there was a change in city-adopted policies or codes that would justify a change in Surprise General Plan 2030.
 - The impact of the proposed change on the city's adopted development policies, and the fiscal and operational capacity of the city to provide any services, facilities, or programs that might be required if the change were adopted.

C. Capital Improvement Program (CIP)

To ensure that the city's budget decisions are consistent with the Surprise General Plan 2030 and the community has the opportunity to review Surprise General Plan 2030 actions and programs prior to the City Council's budget decisions, a process is established for making recommendations to the City Council on the status of the plan and proposed budget allocations. This approach to the Surprise General Plan 2030 implementation ensures that the plan remains a dynamic, responsive document and that the city's budget decisions are consistent with the long-term goals of the city's General Plan. Under Arizona Revised Statutes, the Planning Agency has responsibility to review the CIP to determine whether it conforms to the Surprise General Plan 2030.

D. Property Acquisitions and Dispositions

The Planning Agency is required to review plans for conformity with the Surprise General Plan 2030 on public real property acquisitions or dispositions, public construction, or vacation of public streets. Acquisitions or abandonments for street widening or alignments of a minor nature are not required to be reviewed by the Planning Agency. After receiving a plan, the Planning Agency has forty days to comment on such actions.

E. Village Plans


Whereas Surprise General Plan 2030 is guide for development on a city-wide basis, village and any other specific plans are guides for specific locations within the city. The practice of creating policy documents for specific areas within the city or planning area is not uncommon. The city of Surprise has almost 310 square miles in its planning area. It would be difficult to develop one plan that meets the diverse needs of people who live in the planning area. The village plans provide more detailed information on issues such as land use, design, transportation, parks, and open space than what is found at the general plan level.

Village Plan and Master Plan Timing

When a proposed master planned community is proposed in an area that does not have a village plan, Community Development staff will work with the applicant to begin the village planning process. Applicants are expected to work on planning major issues through the village planning process. After major village plan components are complete, the applicant is able to move forward with a general plan and/or rezoning request. Community Development staff will work with the applicant to ensure that the village planning process does not delay the application process.

Boundary Determination

Village planning areas are more than just geographic areas. Boundaries should be identified to reflect common interests, culture, ethnicity, economic factors, historic settlement, geographic features, and shared services. An effective size is one that is large enough to provide opportunities for addressing a broad range of community needs and functions (live, work, and play). Generally acceptable boundaries are major roadways and railroad tracks; existing delineations such as school district lines; washes, mountains, or other natural features. In some cases, using features that would typically divide a community can be ignored in an effort to unite several areas.



When fully built out, the village planning area may contain between 20,000 and 75,000 people. Village boundaries are not standardized and should be carefully evaluated at the onset of the village planning process.

Village Plan Contents

Village planning considers many of the same issues as the Surprise General Plan 2030. The limited size of the village allows the village plan to examine issues at a deeper level than a city-wide analysis. All village plans should be developed to include the following information.

Title Page

- Name of Village Plan.
- Village Plan File Number.
- Name, address, telephone number, and e-mail of:
 - Developer/Applicant (if applicable).
 - Contact Person.
 - Document preparer.
 - Date of Plan adoption and Resolution Number.
 - Amendments to Plan, date and Resolution Number.

Table of Contents

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Copy of Adopting Resolution

Summary

- Statement of Purpose.
- Summary of proposed project, including:
 - Location.
 - Acreage, basic land use information.
 - Range of issues.
- Summary of preparation process (Public Participation).



Introduction

- What is a Village Plan?
- Purpose of Village Plan, including relation to:
 - General Plan.
 - Village Concept (city of Surprise).
- Project Specifics.
 - Project Description and Overview.
 - Location, including.
 - Written description.
 - Regional Map.
 - Vicinity Map.
 - Site Diagram.
 - Aerial Photo.
 - Vision and Goals.
 - Guiding and Planning Principles and Influences.
 - Application of Village Concept.
- Planning Process.
- Statement of General Plan Consistency.
- Future Projects Required Consistency with the Village Plan.
 - Include a statement stating that any future site plans, plats, and other plans and uses must be consistent with the Village Plan.
- Village Plan Organization.

Existing Conditions and Constraints


- Project Location.
 - Regional and local setting.
 - Maps showing applicable sections of:
 - General Plan designations/boundary.
 - Zoning.
 - Any other relevant maps.
- Existing Site Conditions and Constraints.
- Existing Environmental Conditions and Constraints.
- Existing Circulation, Conditions, and Constraints.
- Existing Utilities, Conditions, and Constraints.
- Property Ownership.
- Relationship to General Plan, other planning documents, and neighboring jurisdictions, regional agencies, and state.




Plan Elements


- Land Use Plan.
 - Land Use Concept.
 - Objectives.
 - Goals and Policies.
 - Land Use Categories – description of characteristics of each.
 - Mixed Use.
 - Residential.
 - Commercial – Retail and Office.
 - Industrial.
 - Institutional, including Public Services and Schools
 - Parks, Landscape Corridors, and other Open Space.
 - Other Land Uses.
 - Land Use Diagram.
 - Land Use Table – (acreage, development intensity/density, etc.).
- Housing Plan.
 - Concept.
 - Objectives.
 - Goals and Policies.
 - Description of concept and specifics.
 - Range and mix of densities.
 - Range of housing types.
 - Provisions for housing all socio-economic segments.
- Transportation Plan.
 - Concept.
 - Objectives.
 - Goals and Policies.
 - Circulation Diagram.
 - Ultimate circulation network.
 - General circulation system.
 - Street Pattern.
 - Circulation Plan.
 - Street System.
 - Pedestrian/Bike System.
 - Street Sections.
 - Parkways.
 - Arterials.
 - Collectors.
 - Local.

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- Neighborhood.
 - Alleys.
 - Private.
 - Multi-Modal Provisions/Opportunities/Plans.
 - Trails.
 - Wash Trails.
 - Bike Routes.
 - Equestrian Trails.
 - Off-Street Paths.
 - Public Landscape and Streetscape.
 - Community Gateways or Entrances.
 - Neighborhood Entries.
 - Exterior Fences and Walls.
 - Interior Fences and Walls.
 - Streetscape Master Plan.
 - Theme.
 - Species Palate.
 - Furniture and Fixtures.
 - Public Facilities, Services, and Utilities.
 - General.
 - Objectives.
 - Policies.
 - Concept.
 - Specific.
 - Water.
 - Potable.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Non-Potable.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Wastewater.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Storm Drainage.
 - Demand.

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- Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Flood Control.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Solid Waste Disposal.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Police.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Fire and Emergency Services.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Schools.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Libraries.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Meeting and Worship Facilities.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Health Facilities.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.

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- Child Care.
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Utilities (Telephone, cable, gas, electric, wireless communications).
 - Demand.
 - Objectives.
 - Policies.
 - Plan – on-site and off-site improvements.
 - Parks, Recreation, and Open Space.
 - Concept.
 - Objectives.
 - Goals and Policies.
 - Master Plan.
 - Distribution, location, intensity of open space/recreation areas.
 - Relationship to existing/planned facilities.
 - Characteristics and Standards.
 - Community.
 - Neighborhood.
 - Mini-parks.
 - Trails.
 - Resource Management and Conservation Plan.
 - Concept.
 - Objectives.
 - Policies.
 - Federal, state, and local Statutes.
 - Conservation Plan.
 - Wash corridors and other sensitive habitat.



Design Guidelines

- Overall Design Concept.
- Site Planning Guidelines (can be broken down by land use).
 - On-site circulation and access.
 - Building orientation.
 - Walkways.
 - Security provisions.
 - Other site planning guidelines as appropriate.
 - Prototype/Example (residential) – Diagram(s) plotting possible parcel layouts.
- Architectural Guidelines (can be broken down by land use).
 - Architectural styles with prototypes/examples.
 - Building massing, articulation, relationships.
 - Materials and colors.
 - Lighting.
 - Paving and furnishings.
 - Other architectural guidelines as appropriate.
- Landscape Guidelines.
 - Gateways and entrances.
 - Right-of-way areas.
 - Perimeter and parking lot landscaping and screening.
 - Plant palette.
 - Water conservation.
 - Other landscape guidelines as appropriate.
- Signage Guidelines (can be broken down by land use).
 - Description and regulations for various types of signs.
- Lighting Guidelines.
 - Buildings.
 - Landscaping.
 - Parking lots.
 - Walkways.

Implementation and Administration

- Village Plan Implementation.
 - Description of process for adoption of the Village Plan.
 - Description of process for concurrent applications.
 - General Plan Amendment.
 - Zoning.
 - Development Agreement.
 - Annexation.
 - Description of process for subsequent entitlements/ review, including:
 - Planned Developments.
 - Preliminary Plats.
 - Site Plans.
 - Description of process for appeals, amendments, minor adjustments.
 - Description of interpretation/enforcement.
 - Responsibility of Community Development Director.
 - Appeal to Planning and Zoning Commission.
 - Statement of severability.

"If any regulation, condition, or program or portion thereof of the Village Plan is for any reason held invalid or unconstitutional by any court or competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and the invalidity of such provision shall not affect the validity of the remaining provisions."
 - Statement of indemnity.

"The Village Plan applicant shall indemnify, defend, and hold harmless the city of Surprise, its agents, officers, and employees from any and all claims, actions, or proceedings against the city of Surprise, its agents, officers, and employees to attack, set aside, void, or annul any approval by the city of Surprise and its advisory agency, appeal board, or a legislative body concerning the Village Plan and its related document(s)."
- Public Facilities Implementation Program.
 - Overview.
 - Regulations/policies.
 - Public works projects.
 - Capital Improvement Program and Phasing.
 - Community Facilities Districts (if applicable).
 - Overall financing policies.



Adoption of Village Plans

The Planning and Zoning Commission will hold a public hearing on any proposed village plan. The Planning and Zoning Commission shall forward to the City Council the proposed plan with any recommendations. The City Council will hold a public hearing and make a final decision of the proposed plan.

F. General Plan Work Program

The Surprise General Plan 2030 includes an ambitious list of goals and policies. Given the large number of policies and actions and the limited resources that may be available to the city, it is not possible to fund every action and program in the plan all at once. Effective implementation of this General Plan will require a periodic process to prioritize the actions and programs to determine the priority for funding specific actions and programs each year over the life of the Surprise General Plan 2030.

Community Development staff will prepare and implement a coordinated Work Program of short-term and long-term actions to guide the ongoing implementation of Surprise General Plan 2030. A yearly update to the work program will be presented to City Council at the beginning of each fiscal year. The work plan will be adopted separately from Surprise General Plan 2030.